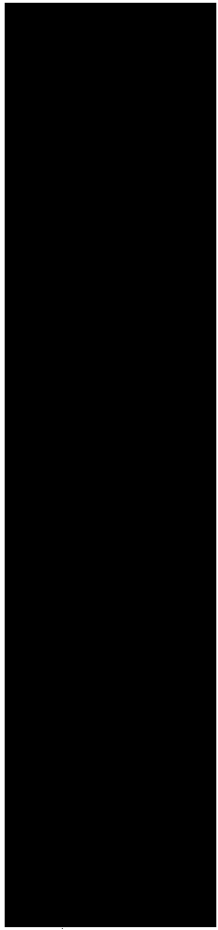


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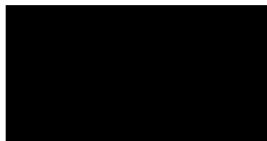
REPORTS INVENTORY - 6 March 1961

	CALENDAR YEAR	FISCAL YEAR	6-Months	PREPARED BY
X1. Agency Records Management Program	x			
✓2. Agency Records Management Program Forms	x			
✓3. Accomplishments & Objectives-Budget		x		
✓4. Estimates for Training-Budget		x		
5. Accomplishments-Tangible Dollar Benefits	x	x		
✓6. Indispensable Records for Emergency Use-Records Management--National Archives			June-Dec.	
✓7. RMS Accomplishments--Hull Committee			Mar-Sept.	
8. Unused Safe Survey (Security holds sheets for 1 month)			Oct. or Nov.	
✓9. RMS Weekly Report				
X10. Biennial Summary of Records Holdings National Archives (30 days after close of FY 1960 <u>and every even year thereafter</u>)				
11. ARO Requirements as to Records Holdings		x		

FY Records Summary

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21y Ref. ARO. Rec



21st Oct 74.

Rec. Dept. 21y

June - Aug.